

SOCIETIES, CLUBS AND ASSOCIATIONS



The Manager
Commercial Bank of Ceylon PLC

(Branch Name)

For office use only

Date (DD/MM/YYYY):

Account No:

Currency:

Branch No:

Officer No:

Manager's Intl:

APPLICATION TO OPEN A SOCIETY, CLUB & ASSOCIATION ACCOUNT

The Committee of the (*)
request you to open a CURRENT/ SAVINGS/ FIXED DEPOSIT/ CALL DEPOSIT Account in the name of (*)
 in pursuance of this request, I hand you here with

(*) Insert name of Society, Club of Association

1. Copy of the Rules certified by the President & Secretary
2. Certified copy of a Resolution of the committee (format given overleaf)
3. Certified copies of the Minutes of the meeting at which the preset office-bearers were elected.
4. Specimen signatures.

(CIF No for office use only)

Name

Address

Phone No (Office) Fax No (Office)

Registration No Purpose of the organisation (Please Specify)

Date of Registration (DD/MM/YYYY) Existing account Nos (if any)

e-mail

Authorised Signatories

	Name	Designation	Signature	CIF No- (For office use only)
1.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
4.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
5.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

FOR FIXED / CALL DEPOSIT ACCOUNTS ONLY

- a. Amount (in figures) (in words)
- b. Period Month(s) / Year(s)
- c. Source of funds cash / cheque / A/C No.
- d. Please renew the deposit exclusive / inclusive of interest for similar terms until further notice
- e. Please credit / remit interest at maturity / monthly to account no.

Received Certificate No.

President/ Treasurer/ Secretary

For office use only

KYC docs obtained

	Initial	EMP No.		Initial	EMP No.		Initial	EMP No.
Input by								

The resolution referred to in item 2 above

We hereby certify that the following resolution of the (*)was passed at a meeting of the (**)held on the and has been duly recorded in the Minute Book.

Resolved : That

- (a) a banking account for the (*) be opened with the Commercial Bank of Ceylon PLC, and that the Bank be and is hereby authorised to act on instruction given by (***) relating to this account.
- (b) all changed that may take place from time to in the authorised signatories be promptly advice to the Bank in writing under the hands of Chairman and Secretaty and
- (c) the Society/ Club/ Association agree to comply with and be bound by the Rules of the Bank governing the conduct of such account.

(*) Insert name of Society, Club of Association

(**) insert "Committee" or as applicable

(***) Give designation and combination of signatories